



COST Action (CA19101)

Determinants of Physical Activities in Settings

ITC Conference Grants

What are ITC Conference Grants?

ITC Conference Grants are aimed at supporting Early Career Investigator and PhD students from Participating ITC to attend related conferences, events or conduct activities on the topic of the DE-PASS Action that are not organised by the COST Action.

Who Can Apply? (Eligibility criteria)

Any e-COST user who is a PhD student or an Early Career Investigator (ECI) and is affiliated with an institution located in an ITC country participating in the Action can submit an application request for an ITC Conference Grant.

The following countries are considered ITC: Bosnia-Herzegovina, Bulgaria, Cyprus, Czech Republic, Estonia, Croatia, Hungary, Lithuania, Latvia, Luxembourg, Malta, Montenegro, Poland, Portugal, Romania, Slovenia, Slovakia, the North Macedonia, Republic of Serbia and Turkey.

The Applicant must make an oral/poster presentation at the conference in question and must be listed in the official event/conference program. The main subject of the oral presentation, or poster presentation, or speech at the approved conference must be on the topic of the Action and must acknowledge COST.

Early Career Investigator (ECI) is an individual who is within a time span of up to 8 years from the date they obtained their PhD/doctorate (full-time equivalent).

The application must be submitted at least **45 days** before the conference start date.

The submission for ITC Conference Grant must be made after the abstract has been approved by the conference organizers.

How to Apply?

All applications must be submitted directly through the eCOST System. If you do not have an eCOST Account yet, please create one [here](#).

Within eCOST you will need to create a "Conference Grant Request". Further guidance on where to find this option is available [here](#).

To apply for a ITC Conference Grant within the DE-PASS Cost Action (CA10101), you will need to submit the following documentation (in a single pdf file) before the deadline:

- Completed ITC application form (max. 2 pages);
- Applicant's CV, including recent publications (max. 1 page);
- Acceptance letter from the Conference organizers;
- A copy of the abstract or poster submitted to the conference.

Only a fully completed application is considered for the ITC Conference grant.

Selection Procedure

In addition to the formal eligibility criteria detailed above, all applications will be assessed against the following criteria of scientific merit:

- Does the conference (or topic of the panel etc.) fall within the remit of COST Action DE-PASS?
- Is the topic of the conference proposal within the remit of COST Action DE-PASS and will it likely make a significant contribution to the debates within the action?
- Is the proposal internally coherent, logical, with a clearly discernible structure?
- Is the presentation likely to make a significant contribution to the candidate's scientific and professional development?

If there are more applications than the funds can support, priority will be given to:

- Applications that are related to currently ongoing Working Groups, submitted by the WG members, and endorsed by the WG leaders;
- Attendance at European conferences is preferred (however, conferences held elsewhere can also be considered);

In order to ensure proper distribution of funds we will not send more than one person to a single conference (especially if those people are from the same institution/country).

After these conditions, the quality of the applicant will be decided, calculated on the basis of references (citations in Web of Science, then Scopus, and finally Google Scholar)

The applicant must receive a response (affirmative or negative) no later than 14 days after the submission of the request.

If the application is rejected, the Conference Grants Coordinator must provide a justification to guide the applicant in her/his resubmission.



Financial Support

A Conference Grant is a fixed financial contribution which takes into consideration the budget request of the applicant and the outcome of the evaluation of the application by the ITC Conference Grants Coordinator. Conference Grants do not necessarily cover all the expenses related to participating in a given conference. A Conference Grant is a contribution to the overall travel, accommodation and meal expenses of the selected Grantee.

The calculation of the financial contribution for each Conference Grant must respect the following criteria:

- Up to a maximum of EUR 2 500 in total can be afforded to each successful applicant;
- Up to a maximum of EUR 160 per day can be afforded for accommodation and meal expenses.
- Up to a maximum of EUR 500 can be claimed for the conference fees to be incurred by the selected Grantee.

In addition, when meal and accommodation expenses are supported by the hosting institution as part of the provisions offered in their conference package, the amount for subsistence afforded to each eligible participant must be deducted from the Grant. Documentary evidence of the conference fee amount must be provided by the applicant and in kind, must be archived by the Grant Holder along with the relevant administrative documents.

Application Deadline: Open call

Receiving Your Grant

If you have been selected as an ITC Conference Grant Recipient, you will receive your grant after the conference. After your conference, the eCOST System will automatically ask you to submit a Scientific Report, which you need to provide in the 30 days after the Conference has ended. We will send the grant to your bank account once your scientific report has been approved.

In addition, we will ask you to write a short blog entry for our [DE-PASS Blog](#). Please remember to ask someone to take a picture of you during your presentation so that we can showcase your involvement on our website and in our newsletter (with your prior consent, of course).

The submission of the report is mandatory or the Grant is cancelled. Late submission, beyond the deadline, can also lead to the cancellation of the Grant.

PLEASE SEND YOUR QUESTIONS TO:

Dr Bojan Masanovic
DE-PASS ITC Conference Grant Coordinator
bojanma@ucg.ac.me